

State of Hawaii
DEPARTMENT OF LAND AND NATURAL RESOURCES
State Historic Preservation Division
Honolulu, HI 96813

February 8, 2008

Chairperson and Members
Board of Land and Natural Resources
State of Hawaii
Honolulu, Hawaii

Subject: REQUEST FOR APPROVAL TO ENTER INTO A CONTRACT FOR AN INVENTORY STUDY OF RESIDENTIAL STRUCTURES AND A CONDITION ASSESSMENT THE MANAGER'S RESIDENCE, MILL BUILDINGS, AND RAILROAD CARS AND TRACKS IN EWA VILLAGES, ISLAND OF OAHU, TMKs: (1) 9-1-017:038, (1) 9-1-095:001-164, (1) 9-1-096:001-127, (1) 9-1-097:001-104, (1) 9-1-101:001-075, PORTION OF TMKs: (1) 9-1-017:001, 002, 046, 069

This Board submittal approves a contractual relationship for an inventory study of residential structures and condition assessments of the manager's residence, mill structures, and railroad cars and tracks located within the historic Ewa Villages.

BACKGROUND:

Through the Preserve America Program, administered by the National Park Service, the State Historic Preservation Division (SHPD) received a grant to develop a heritage tourism plan for Ewa Villages that could be used to develop a thriving center of cultural history to tell the story of life on the sugar plantation. The first step in the implementation of this grant is to inventory the historic structures, and to do condition assessments of the under utilized resources in Ewa Villages, such as the manager's residence, mill buildings, and railroad to determine what would need to be done to revitalize these structures, possibly for use as an interpretive center and open market. The completion of an inventory study and condition assessments is the first step in developing the heritage tourism plan.

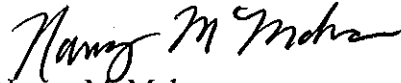
CONTRACT PROVISIONS:

SHPD is planning to contract with an architectural firm to complete the project. SHPD estimates the project to cost approximately \$28,800. The grant's budget allows for \$21,475 of the money to come from federal funds and \$7,325 will come from state funds.

RECOMMENDATION:

That the Board authorize the Chairperson to negotiate and execute a Contract for Professional Services in the estimated amount of \$28,800 with an architectural firm, subject to the availability of funds and review and approval as to form by the Attorney General's Office.

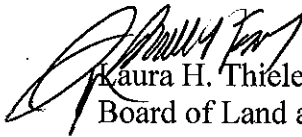
Respectfully Submitted,



Nancy McMahon

Acting Archaeology Branch Chief

APPROVED FOR SUBMITTAL:



Laura H. Thielen, Chairperson

Board of Land and Natural Resources

Scope of Work for Inventory and Condition Assessments of Historic Structures Located in Ewa Villages Historic District on the Island of Oahu

The scope of work for this project consists of the completion of an inventory for 200 historic residential structures and an inventory survey and condition assessment of the Plantation Manager's Residence, five mill structures, railroad cars and 6.5 miles of railroad tracks.

A person meeting the professional qualifications set forth in 36 CFR Part 61 for Historian or Architectural History expert shall conduct the project work. The Contractor will conduct the work in accordance with the following guidance and regulations:

- "Secretary of Interior's Standards and Guidelines for Archaeology and Historic Preservation," particularly the sections entitled "Guidelines for Identification-Performing Identification" and "Guidelines for Evaluation-The Evaluation Process."
- National Register Bulletin No. 24: "Guidelines for Local Survey: A Basis for Preservation Planning."
- Section 2 entitled: "Historic Context as the Basis for Evaluating Significance" in National Register Bulletin No. 16, "Guidelines for Completing National Register of Historic Places Forms."
- National Historic Preservation Act compliance 36 CFR 800
- Hawaii Administrative Rules, Chapters 275-284
- Hawaii Revised Statutes, Chapter 6E

I. Background Research

- A. Review existing historic contexts for Ewa Villages
 1. Pre-development history
 2. Planning acquisition and construction history
 3. Occupation, modification and renovation history
 4. Historical Photos (provide copies of most significant photos in report, views of manager's residence and mill structures as well as overall views of residential area)
- B. As necessary, conduct historical research to update existing contexts. Sources of information may include but are not limited to Hawaii State Historic Preservation Division, State Archives, Plantation Archives in the UH Special Collections, and local libraries.

II. Field Work

- A. Examine each building in sufficient detail to describe its physical characteristics, immediate setting, condition, and nature and extent of alterations.
- B. Complete the Hawaii SHPO Historic Resources Inventory form for each structure. (see attached form)
- C. Photography
Photograph each of the subject buildings in 35 mm black and white format for the final document. Digital photographs need to be provided on a CD. Views

should include: (1) exterior views from opposite corners showing two elevations at once. Include two or more pictures total. (2) also include general streetscape and landscape views

- a. Residential structures located in Tenney, Renton, and Varona Villages (see attached list)
- b. Manager's Residence, Mill Structures

III. Complete Condition Assessments (for 6 structures: 5 mill structures and 1 managers residence)

1. Complete the Detailed Building and Site Condition Assessment Form (See attached form)
2. It will be necessary to gain access to the interior of these structures. It will be the responsibility of the contractor to gain access to these structures from the City and County of Honolulu.
3. Describe, evaluate, and make recommendations for the elements, features or spaces of the historic building/ resource within the appropriate section. Things that are structurally sound with the historic resource/building do not need lengthy attention. State that they were examined and found to be in good condition. Things that are structurally compromised or otherwise inadequate need to be analyzed in detail for both cause and effect.
4. Describe each element, feature, or space. Pay particular attention to significant and original elements, features, and spaces. Include even small elements such as hardware, lighting, and security.
5. Evaluate each element, feature or space in terms of its existing condition, current state of repair, and integrity, utilizing the following terms:

Good Condition

It is intact, structurally sound, and performing its intended purpose. There are few or no cosmetic imperfections.

It needs no repair, only minor, routine maintenance

Fair Condition

There are early signs of wear, failure, or deterioration, although the feature or element is generally structurally sound and performing its intended purpose.

There is failure of a sub-component of the feature or element. Replacement of up to 25 percent of the feature or element is required.

Replacement of a defective sub-component of the feature or element is required.

Poor Condition

It is no longer performing its intended purpose.

It is missing (can it be replaced?).

It shows signs of imminent failure or breakdown.

Deterioration or damage affects more than 25 percent of the feature or element and cannot be adjusted or repaired.

It requires major repair or replacement.

B. Make recommendations for treatment for each of the following elements, features or spaces based on (1) the evaluation of existing conditions and, (2) the significance or importance of the building and its associated features or elements. Please complete the Detailed Building and Site Condition Assessment form (attached) for each structure. Comment on the condition of the following if applicable:

1. Site

- Associated landscape features
- Parking

2. Foundation

- Foundation systems
- Perimeter foundation drainage

3. Structural system

- General structural system description
- Floor and ceiling systems
- Roof framing system

4. Exterior wall

- Exterior wall construction
- Exterior finishes
- Exterior appendages-lanai, porch, etc.

5. Roofing

- Roofing systems
- Drainage system, gutters and downspouts

6. Windows and Doors

- Doors
- Windows
- Hardware
- Trim
- Finishes

7. Interior finishes

- Wall finish materials
- Ceiling finish materials
- Floor finish materials
- Trim and built-ins

8. Mechanical systems

- Heating/air-conditioning
- Ventilation
- Water service, plumbing, and sewer utilities

- Fire suppression-sprinklers
- 9. Electrical systems
 - Electrical service and panels
 - Electrical distribution systems
 - Lighting and fixtures
 - Fire detection system
 - Security Alarm System

C. Photography

1. Photograph the above mentioned elements, giving particular attention to those elements that are in “fair” or “poor” condition.
2. 4 copies of archivally processed black and white photographs should be submitted as well as digital photographs (please submit on 4 CDs).
3. Photographs should be labeled in the following format:
 - For black and white prints, the following information should be either on the back of each photo or on a Continuation Sheet. Label the photos with pencil or archival photo-labeling pen (such as Sharpie Ultra Fine Point permanent marker). Do not use ink, ballpoint or regular felt tip pen. Do not affix photos to archival paper or any other material using staples, paper clips, glue, or other means. Photographs with adhesive labels or corrective liquid (white-out) will not be accepted.
 - For digital images, the information should be in the photo log saved on the CD with the photographs
 - Submit a site map with the photographs numbered to indicate which photos correspond with numbered locations on the site map.
 - Each photo, regardless of format, must have the following information:
 1. Name of property
 2. County and state where property is located
 3. Name of photographer
 4. Date of photograph
 5. Location of photograph negative/CD
 6. Description of view, indicating direction camera is facing
 7. Photograph number

b. Railroad elements

A. Complete condition assessment

1. Work with the Hawaiian Railroad Society to determine the current condition of the railroad tracks and cars and develop a written assessment.
2. Examine and photograph the tracks and cars focusing on any portions that are in “poor” or “fair” condition. Take photographs depicting general views of the railroad tracks and cars. Details only need to be included as necessary. Focus specifically on lighting systems, parking, associated landscape features, and walls (if applicable). Approximately 20 photos should be sufficient to document the railroad tracks.

IV. Deliverables

- a. Submit 8 copies of all written materials
- b. Submit copies of resumes for the individuals performing work for the project to assure conformance with standards for professional qualifications
- c. A fully completed, standardized HI SHPO Historic Resources Inventory Form for all residential structures. Each form should include a black and white photograph at least 3” x 5”, either affixed to the form with milk-based glue or inserted in an electronic version of the form that is printed on archival paper.
- d. A fully completed Detailed Building and Site Condition Assessment Form for the Manager’s Residence, Mill Buildings, and railroad tracks and car.
- e. Survey report
 - A. Title
 - B. Abstract
 - C. Name of the author or authors of the report and all of the people who assisted with the project
 - D. Provide a brief history of the survey project. State when it was awarded and when the work took place
 - E. Describe any previous survey of structures in Ewa Villages and note the location of materials that may have come from earlier survey efforts
 - F. Describe the methodology used in this survey. Describe what types of information were gathered, and from where.
- f. Survey Results
 - A. General descriptions of the locations where the survey took place, noting the setting, historic districts, etc. Briefly describe the district
 - B. Historic Context Report
 - C. Summarize the results of the inventory of the residential structures noting especially any structures whose historic integrity has been compromised including residences
 - D. Detail the results of the condition assessments
- g. Conclusions and recommendations

- A. Present summary of survey results in table form.
- h. Bibliography
- i. Other material
 - A. Describe concluding results of the condition assessment. Focus specifically on portions of the structure that are in fair or poor condition.
 - B. Four copies of all black and white photographs
 - C. Digital pictures included on a CD (please submit four copies)